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DD/S&T 5019/66

11 October 1966

**MEMORANDUM FOR:** Executive Officer/DDS&T

**SUBJECT :** Security Management Staff Concurrence/  
Coordination in Contract Approval Actions

**REFERENCE :** DD/S&T 4824/66 dated 27 September 1966  
Same Subject

25X1A

25X1A 1. Referenced memorandum from [ ] recommended that the Security Management Staff be included on Form 2416 (Routing Slip) for contract actions involving contract personnel, security clearances, and overseas travel. I agree with [ ] 25X1A [ ] recommendation that such coordination would insure that security requirements are fully considered on contractual matters.

2. In this regard, it is noted that the security requirements should properly be considered long before the formal contract proposal is routed through the Directorate for final concurrence. It is submitted that a copy of the contract proposal, or at least the security aspects of the proposal, should be forwarded to the SMS during the initial stages of negotiation so that sufficient time will be available to properly determine the security requirements of the contract and to initiate appropriate clearance action.

25X1A

[ ]  
C/SMS/DDS&T

**Attachment:**  
**Ref. Memo**